

STATINTL

Approved For Release 2001/03/30 : CIA-RDP73-00027R000100120001-7

Next 7 Page(s) In Document Exempt

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SECRET

DIARY NOTES

DD/S

30 December 1969

25X1A

1. [REDACTED] called today to advise that the reporter from the [REDACTED] finally did not ask for an interview. He advised that he had checked with his paper and found that they had done an article in 1964 and since nothing new had developed since then it was not worthy of a further article. This closes out this problem.

25X1A

25X1A

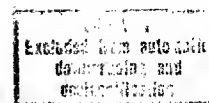
*2. Polygraph Directive: The Executive Director called a meeting today to discuss the proposed polygraph directive to be signed by the Director as proposed in the memorandum of the Director of Security dated 18 November 1969. Those attending the meeting were Messrs. Houston, [REDACTED] and the DD/S. Colonel White advised that he thought the directive was far too detailed and did not permit the desired flexibility which we would expect in such a directive. He cited a number of items within the directive which he thought were unnecessary in the detail given whereas they could be expressed in a simple sentence of responsibility. It was agreed that we would redo the directive. I subsequently met with [REDACTED] pointed out a number of the sections which should be changed [REDACTED] will take the necessary action for the rewrite.

25X1A

*Extract for record

RLB:ksb

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3



DIARY NOTES

DD/S

29 December 1969

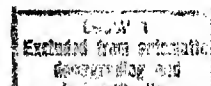
25X1A

*Inlow Space: Today I discussed with Ed Proctor, Acting DD/I, the use of the Inlow space (ground floor, Northeast entrance). I advised that this space was needed for turn-around space and at times for conference space. As regards turn-around space I indicated that we were down to 500 square feet of excess space and I needed this space to effect office changes in Headquarters building location. Mr. Proctor good naturedly said he had to object and I in turn advised that I was simply informing him that we were going to use this space for the purposes stated above. I further indicated that the space eventually would be returned to the DD/I but this might be as far off as several years. Through Mr. Meloon I asked that word be passed to Logistics Services that they were free to use this space for turn-around purposes.

*Extract to D/L

RLB:ksb

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DIARY NOTES

DD/S

29 December 1969

25X1A

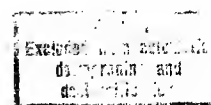
Missing Funds--GSI: Today [REDACTED] advised that Mr. Mills, Night Foreman of GSI, reported that last Wednesday evening \$315 was missing from the GSI safe in the cafeteria. [REDACTED] offered full assistance of the Office of Security and that of GSA in conducting any necessary investigation. Mr. Mills advised that he would prefer to handle this internally within GSI and was not requesting any outside assistance. [REDACTED] accepted this as the decision of GSI.

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25X1A

RLB:ksb

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25X1A

DIARY NOTES

DD/S

29 December 1969

Director and Deputy Director of the Office of Logistics: I met with George Meloon today concerning his date of retirement in light of the passage of the amendment to CIARDS. In light of the limited time it was agreed that Meloon's retirement would become effective on 31 January. Meloon will be on leave starting 5 January through 13 January and upon expiration of that leave will report to the Office of the DD/S for service until 31 January. Meantime, I have directed that actions be cut to place [REDACTED] as Director of Logistics and [REDACTED] as Deputy Director effective 5 January 1970. An Agency announcement will follow. Since these nominations have not been advertised it may be incumbent upon me to meet with the senior officers of the Office of Logistics on January 5 and announce these appointments. I will work this out with [REDACTED] and Meloon.

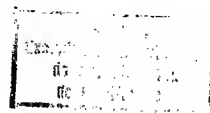
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B



DIARY NOTES

DD/S

29 December 1969

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-Retirement: The Executive Director asked to meet

on my letter of 16 December regarding our proposals to replace George

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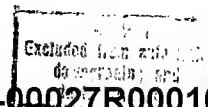


in reference to possible extensions of retirement. The Executive Director advised that our letter was too general and probably would be unsatisfactory to the Director. He asked that I redraft it on certain specific terms of reference which I will give to [REDACTED] for his drafting.

25X1A

RLB:ksb

SECRET



JAN	FEB	MAR - 1969 -	APR	MAY	JUNE
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LAST MONTH	1969 DECEMBER 1969	NEXT MONTH
1969 NOVEMBER 1969		1970 JANUARY 1970
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Wednesday **24** December

A.M.

Mr. Bannerman on annual leave.

P.M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
10:15	2:30
10:30	2:45
10:45	3:00
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11:30	3:45
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12:00	4:15
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MEMORANDA

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JAN	FEB	MAR	APR	MAY	JUNE
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LAST MONTH	1969 DECEMBER 1969	NEXT MONTH
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16 17 18 19 20 21 22	21 22 23 24 25 26 27	18 19 20 21 22 23 24
23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30 31

Thursday **25** December

A.M.	HOLIDAY	P.M.
8:45		1:00
9:00		1:15
9:15		1:30
9:30		1:45
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10:45		3:00
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12:30		4:45
12:45		5:00

MEMORANDA

JAN	FEB	MAR - 1969 -	APR	MAY	JUNE
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19 20 21 22 23 24 25	16 17 18 19 20 21 22	23 24 25 26 27 28 29	20 21 22 23 24 25 26	25 26 27 28 29 30 31	29 30
26 27 28 29 30 31	23 24 25 26 27 28	30 31	27 28 29 30		
JULY	AUG	SEP	OCT	NOV	DEC
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LAST MONTH	1969 DECEMBER 1969	NEXT MONTH
1969 NOVEMBER 1969	S M T W T F S	1970 JANUARY 1970
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23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30 31
30		

Friday

26

December

A.M.

HOLIDAY

P.M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
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10:30	2:45
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11:30	3:45
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MEMORANDA

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JULY	AUG	SEP	OCT	NOV	DEC
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23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30 31

Sat. - Sun.

27-28

December

A.M.

Saturday Duty

P.M.

8:45	1:00
9:00	1:15 STATINTL
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
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11:15	3:30
11:30	3:45
11:45	4:00
12:00	4:15
12:15	4:30
12:30	4:45
12:45	5:00

MEMORANDA

~~SECRET EYES ONLY~~

MINUTES OF EXECUTIVE COMMITTEE
MEETING

A/DD/S


24 December 1969

1. This was a short meeting with virtually no items.
2. As arranged in advance with General Cushman per the attached, I called attention to the portion of the executive order which encouraged liberal leave policy for the entire holiday period. General Cushman confirmed that Friday would be treated as a Sunday for duty purposes and noted that Mr. Godfrey would serve as DCI Duty Officer on that day.
3. Mr. Maury described the events of yesterday in handling the Congressional query for Agency information on a shipment of uranium. He reported that Under Secretary Richardson had agreed an approach be made to Representative Holifield with the Joint Atomic Energy Committee but wished a State Department officer to be present. Stewart Rockwell was so designated and accompanied Mr. Maury to Representative Holifield's office. As reported by Mr. Maury Mr. Rockwell's presence completely removed any heat from the Agency as he seemingly put his foot in his mouth several times--starting off with a lecture to Holifield on security and ending by wishing the representative a nice visit in Texas.

25X1D



25X1A


John W. Coffey
Acting Deputy Director
for Support

~~SECRET EYES ONLY~~

Excluded from automatic
downgrading and
declassification

DECEMBER 23, 1969

Office of the White House Press Secretary

THE WHITE HOUSE

EXECUTIVE ORDER

EXCUSING FEDERAL EMPLOYEES FROM DUTY ON DECEMBER 26, 1969

By virtue of the authority vested in me as President of the United States, it is hereby ordered as follows:

Sec. 1. Employees of the several executive departments, independent establishments, and other governmental agencies, including the General Accounting Office and the Government Printing Office, and their field services (except those employees of the Department of State, the Department of Defense, or other agencies who in the judgment of their agency heads should be at their posts of duty for national security or other public reasons, and those employees whose absence from duty would be inconsistent with the provisions of existing law) shall be excused from duty on Friday, December 26, 1969, the day following Christmas Day. Such day shall be considered a holiday within the meaning of Executive Order No. 10358 of June 9, 1952, as amended, and of all statutes so far as they relate to the compensation and leave of employees of the United States.

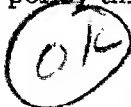
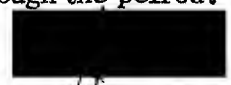
Sec. 2. The heads of departments, agencies, and independent establishments shall, to the extent consistent with the needs of the service, adopt a liberal policy for the granting of annual leave to all employees who wish to take such leave over the holiday period.

/s/ RICHARD NIXON

THE WHITE HOUSE,

December 23, 1969.

#####

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED	CONFIDENTIAL	SECRET	
OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	Acting Director of Central Intelligence Rm 7D56, Hqs		<i>lb</i>
2			
3			
4			
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6			
ACTION	DIRECT REPLY	PREPARE REPLY	
APPROVAL	DISPATCH	RECOMMENDATION	
COMMENT	FILE	RETURN	
CONCURRENCE	INFORMATION	SIGNATURE	
Remarks: <p>General Cushman -</p> <p>Attached, per conversation, is a copy of the Executive Order concerning Friday, 26 December 1969. I note Section 2 urges adoption of a liberal leave policy throughout the holiday period.</p> <p>Unless you consider it inappropriate, I would propose at tomorrow's Executive Committee Meeting to confirm the Friday holiday and also to note the President's mention of leave policy through the period.</p> <div style="text-align: center;">   John W. Coffey </div>			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
Acting Deputy Director for Support 7D18, Hqs			23 Dec 69
UNCLASSIFIED	CONFIDENTIAL	SECRET	

STATINTL

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23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30 31

Tuesday

23

December

A.M. Mr. Bannerman on annual leave. P.M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
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MEMORANDA

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SECRET EYES ONLY

EXECUTIVE COMMITTEE MEETING MINUTES

/DD/S

23 December 1969

1. This was a very short meeting with virtually no items. DD/I and OCI reported the world as being quiet.

2. Mr. Maury noted press reports on the passage of the Agency retirement bill amendment. He said he had no doubt of the accuracy of the reports but that his office had been unable to make contact with the Committee staff who are to get hold of the Congressional record.

25X1A

25X1A

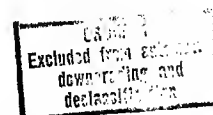
3. [REDACTED] mentioned the new book titled "Message from Moscow" which Ambassador Thompson noted as being an excellent and accurate picture of what true conditions are. [REDACTED] did not know the pen name of the anonymous author or the publisher.

4. General Cushman noted the appearance before the Peers group investigating the Mylai affair.

25X1A

[REDACTED]
John W. Coffey
Acting Deputy Director
for Support

SECRET EYES ONLY



JAN	FEB	MAR - 1969 -	APR	MAY	JUNE
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JULY	AUG	SEP	OCT	NOV	DEC
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16 17 18 19 20 21 22	21 22 23 24 25 26 27	18 19 20 21 22 23 24
23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30 31
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Monday

22

December

A.M. Mr. Bannerman on annual leave.

P.M.

8:45	1:00
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12:30	4:45
12:45	5:00

MEMORANDA

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EXECUTIVE COMMITTEE MEETING MINUTES

ADD/S

22 December 1969

1. General Cushman noted that Col. White's mother-in-law had passed away. Col. White will be back in town Wednesday evening.

2. The follow-on SALT sessions will be held alternately three months in Vienna and three months in Helsinki beginning 16 April 1970.

25X1A

3. Mr. Maury reported receiving a copy of a letter to the Budget Director Mayo from Mr. Mahon and Mr. Russell saying that the Agency budget was approved except for a [REDACTED] reserve item.

25X1A

4. [REDACTED] reported on a very complicated Vietnamese political item involving a member of the legislature who is suspected of Viet Cong connections and who is claiming CIA instructions to be a factor.

5. Mr. Bross reported on a talk he had with a man named Andy Marshall who advised that he had been charged by Mr. Kissinger to look at the way intelligence reaches Mr. Kissinger. Mr. Bross was not very sure just what was involved. Mr. Marshall will be back after the holidays.

6. General Cushman and Mr. Bross are to meet Tuesday afternoon with Mr. Froehlke. Although not made clear, it sounded as if the subject might be connected with the follow-on studies mentioned in the OPRED paper work.

25X1A

7. [REDACTED] reported that there was no NSC meeting scheduled for this week.

25X1A

8. The 303 Committee on Tuesday will resume consideration of the agenda which was not completed on Saturday. The PRU item is one which was mentioned for the Tuesday meeting. (Although not mentioned at the meeting we had word earlier this morning through [REDACTED] that the IDEALIST program had been reviewed and favorably endorsed by the 303 Committee.)

25X1A

[REDACTED]
John W. Conley
Acting Deputy Director
for Support

SECRET

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B

DIARY NOTES

Acting DD/S

22 December 1969

1. Christmas Parties - Howard Osborn reported that help had been given to several individuals the evening of 18 December and that a fairly large number had been given assistance on 19 December. There was some resentment of the offered assistance of the Security people and a few "recalcitrants" but no serious difficulties. Based only on experience of the first two days, Mr. Osborn was inclined to recommend that alcoholic beverages be banned in future years. (I'm not sure that this is the answer but I strongly believe that we should limit the number of days on which parties can be held — perhaps to the day before the last working day before Christmas.) The Mike Causey comment in the Post on 22 December is of interest.

no problems 22 or 23 Dec.

2. We had some confusion Friday noon concerning the tube system and the proposed shutdown to accommodate DD/P's party. On the basis of information from Logistics Services Division, that the B System had to be closed if the A System went down, we agreed to closure after LSD received concurrences from all Directorates and the Executive Registry. We learned later that RID in fact manned its B System terminal throughout the afternoon and that the Clandestine Service actions were the same as had been taken in earlier years. We also were told that the A and B Systems can operate independently and that, with the RID terminal manned, there is no need to close down B System when A System is closed. We are getting further into this one to make sure what the facts actually are.

separate deal worked out with DDP for 24 Dec to permit A system station to close at 2 PM w/o closing all systems completely.

3. At the Noon Meeting on Friday, 19 December, it was reported that PPB had returned without prejudice to DD/S&T the paper on the proposed transfer to OSA of contracting responsibility for the "A" project. (This represents a weaker position than we had hoped for, but certainly better than the earlier PPB idea of approving the proposal.)

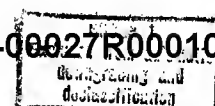
25X1A



5. The Senate Committee "heard" our retirement bill amendment in executive session and ordered it reported favorably to the floor. Colonel White went to the Hill for the hearing but no testimony was required. OLC considered action a possibility before adjournment.

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SECRET

25X1A

25X1A

25X1A

6. [REDACTED] called to advise that Colonel White favorably endorsed the DD/S idea that Hugh Cunningham should meet with MAG members on the supervision training matter. Colonel White also asked [REDACTED] to set up this meeting. [REDACTED] will be in touch with MAG members and Mr. Cunningham so that a mutually satisfactory date can be selected. He also is distributing to MAG copies of Mr. Cunningham's memorandum (DD/S 69-5626) and the DD/S memorandum (DD/S 69-5666). [REDACTED] stated that he imagined this would have to be after 1 January. He also noted that Colonel White has a scheduled meeting with MAG on 13 January. I advised Hugh of the above and have sent him a copy of DD/S 69-5666.

25X1A

25X1A

7. [REDACTED] asked if we by chance had an apartment which might be occupied by an important ONE consultant who will be here for two months beginning 18 January 1970. I expressed doubt, but checked with George Meloon who replied in the negative, which I passed on to [REDACTED]

25X1A

23 December 1969

25X1A

8. News of the retirement bill being passed by the Senate yesterday led to a later discussion with Mr. Wattles. I agreed with him that, if any undeclared individuals surface desiring to retire by 31 December, with Directorate concurrence, he would not convene the Retirement Board -- this to save some needed time in the processing of the paper work. (The rationale is that the Board is advisory to the Director of Personnel and he can dispense with the advice if he desires.)

25X1A

25X1A

25X1A

25X1A

Was Ex-Dir notified?

25X1A

9. [REDACTED] telephoned to advise that [REDACTED] is resigning o/a 1 February 1970 to go to work for Congressman William E. Brock of Tennessee. [REDACTED] had worked for Mr. Brock when he was in the Congressional Fellows Program. [REDACTED] says that [REDACTED] is not "mad" at anybody or the Agency. (But he agrees with me that this might not have happened if we had been able to produce a top flight assignment upon [REDACTED] return from the Congressional Fellows Program.)

We also must have next assignment planned before departure for this type Program

25X1A

[REDACTED]

SECRET

25X1A

25X1A

25X1A

25X1A

25X1A

at about 430 Dec 24 Soviet
sewerage advised that the Soviet
the [redacted] who called about
organization of 1922 + attack on enemy
+ they convinced the [redacted] drunk
+ 40 Soviet sewer standing down.

tried reach Her Cushman
but he come to day it too
decided not to bother
him at home.

~~SECRET~~

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25X1A 16. I verified with Mr. Bush that the 7% CIARDS deductions are all set. He further said that OF and OP are working together to get the retro-active payments under our revised bill set up. Also he said that OF is trying to line up the necessary changes for implementing the surtax change, assuming the President signs that bill, but the timing is such that we definitely will not be able to effect the changes for the January 4 week payroll and we are not likely to be able to make the first vouchered pay in January.

17. [REDACTED] telephoned about the delay in the move of the 2500 kw emergency generator (separate note prepared for Colonel White).

25X1A [REDACTED] also telephoned about the recovery of two of the weapons (See separate note *from OS*)

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JAN	FEB	MAR - 1969	APR	MAY	JUNE
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
5 6 7 8 9 10 11	2 3 4 5 6 7 8	2 3 4 5 6 7 8	2 3 4 5 6 7 8	4 5 6 7 8 9 10	5 6 7 8 9 10 11
12 13 14 15 16 17 18	9 10 11 12 13 14 15	9 10 11 12 13 14 15	13 14 15 16 17 18 19	11 12 13 14 15 16 17	15 16 17 18 19 20 21
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JULY	AUG	SEP	OCT	NOV	DEC
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6 7 8 9 10 11 12	3 4 5 6 7 8 9	7 8 9 10 11 12 13	5 6 7 8 9 10 11	2 3 4 5 6 7 8	7 8 9 10 11 12 13
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LAST MONTH	1969 DECEMBER 1969	NEXT MONTH
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16 17 18 19 20 21 22	21 22 23 24 25 26 27	18 19 20 21 22 23 24
23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30 31
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Friday

19

December

A.M. Mr. Bannerman on annual leave.

P.M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
10:15	2:30
10:30	2:45
10:45	3:00
11:00	3:15
11:15	3:30
11:30	3:45
11:45	4:00
12:00	4:15
12:15	4:30
12:30	4:45
12:45	5:00

MEMORANDA

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JAN	FEB	MAR - 1969 -	APR	MAY	JUNE
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12 13 14 15 16 17 18	9 10 11 12 13 14 15	16 17 18 19 20 21 22	23 24 25 26 27 28 29	30 31	
19 20 21 22 23 24 25	16 17 18 19 20 21 22	23 24 25 26 27 28 29	30 31		
26 27 28 29 30 31	23 24 25 26 27 28	30 31			
JULY	AUG	SEP	OCT	NOV	DEC
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5	1 2 3 4 5 6	1 2 3 4 5 6	1 2 3 4	1	1 2 3 4 5 6
8 7 8 9 10 11 12	7 8 9 10 11 12 13	7 8 9 10 11 12 13	5 6 7 8 9 10 11	2 3 4 5 6 7 8	7 8 9 10 11 12 13
13 14 15 16 17 18 19	10 11 12 13 14 15 16	14 15 16 17 18 19 20	12 13 14 15 16 17 18	9 10 11 12 13 14 15	14 15 16 17 18 19 20
20 21 22 23 24 25 26	17 18 19 20 21 22 23	21 22 23 24 25 26 27	19 20 21 22 23 24 25	16 17 18 19 20 21 22	21 22 23 24 25 26 27
27 28 29 30 31	24 25 26 27 28 29 30	28 29 30	26 27 28 29 30 31	23 24 25 26 27 28 29	28 29 30 31

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1969 NOVEMBER 1969		1970 JANUARY 1970
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2 3 4 5 6 7 8	7 8 9 10 11 12 13	4 5 6 7 8 9 10
9 10 11 12 13 14 15	14 15 16 17 18 19 20	11 12 13 14 15 16 17
16 17 18 19 20 21 22	21 22 23 24 25 26 27	18 19 20 21 22 23 24
23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30 31

Sat. - Sun.

20-21

December

A.M.

Saturday Duty -

P.M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
10:15	2:30
10:30	2:45
10:45	3:00
11:00	3:15
11:15	3:30
11:30	3:45
11:45	4:00
12:00	4:15
12:15	4:30
12:30	4:45
12:45	5:00

STATINTL

MEMORANDA

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354 Sat., Dec. 20, 1969 11 355 Sun., Dec. 21, 1969 10

~~SECRET EYES ONLY~~

EXECUTIVE COMMITTEE MEETING MINUTES

ADD/S

19 December 1969

1. This was a short meeting with General Cushman in the chair.

25X1A

2. The DD/I mentioned that the Agency representatives who have been in [REDACTED] are returning home today. He also stated that the timing and location of the follow-on talks has not yet been finally settled.

3. The DD/I also proposed to process the KH 4 take due to be delivered on 24 December without holiday overtime unless the first scanning indicates something to the contrary. A/DCI approved this proposal.

4. The A/DCI was advised that the letter to Mr. Kissinger on Radio Liberty is ready for delivery when the group goes to the White House this morning. General Cushman said that the letter on the U-2 had been signed and dispatched yesterday. There was no amplification of the items but presumably they have to do with the FY 1971 budgetary actions which were revealed yesterday.

25X1A

5. Colonel White stated that he was going to the Armed Services Committee meeting this morning. (Mr. Maury confirmed that this was on the Agency retirement bill amendment. Mr. Maury also indicated hope that if the Committee reported it out the bill might receive Senate attention before adjournment. We were later notified by Mr. Maury's office that the retirement bill was reported out by the Committee this morning.)

6. Colonel White suggested and General Cushman approved re-instituting the procedure calling for logging of significant items to be brought to the Director's attention upon his return. Colonel White asked that each daily record be retained in the originating element for forwarding a couple of days before Mr. Helms returns to duty.

25X1A

7. General Cushman noted a problem surfaced in a message which apparently cites the dilemma [REDACTED] (I asked [REDACTED] to attempt to get clarification from FE as to whether Support is or will be involved in handling the problem.)

25X1A

John W. Coffey
Acting Deputy Director
for Support

~~SECRET EYES ONLY~~

RLB
There was much
joshing about Jack
Mauzy's move across
the Excom table -
even though Col W
was present at the time.

"balancing the talent etc"
Also kidding of [REDACTED]
for his now complete
isolation

STATINTL

RLB
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Mawry's move across
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DIARY NOTES

DD/S

17 December 1969

25X1A

1. Agency Movie: At the Excom today I briefed the results of the questionnaires submitted by Agency employees who had viewed the five showings of the Agency film. I indicated the predominantly favorable results of the showings with a summary of the suggestions and the negative comments.

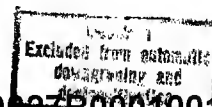
██████████ stated that he thought there was one part where the background music was out of tune and the Director asked if he would review the film to pinpoint this area. We had a specific showing on 17 December and ██████████ could not detect the area of the problem and felt that it was probably a fault in the projection booth equipment. At the same time we were concerned over some of the comments by the reviewers as to the effectiveness of the background music and began carefully checking the projection equipment. We found that the sound projection in the auditorium was faulty which caused the background music to waffle and produced an unfavorable effect. Hopefully this has been corrected. I asked ██████████ if he would review this at today's showing and report back to me.

██████████ called today to advise that Cord Meyer had seen the Agency film and had stated that we had not made any specific reference to John A. McCone. He feels that he should mention this to the Director and ██████████ was simply calling me to alert me to this fact. I reminded ██████████ that we had to cut this scene because it became quite difficult in the time frame available to mention something about all of the Directors of CIA so we accordingly limited it to just General Bedell Smith and Allen Dulles.

2. Closed Circuit TV: The other day it was mentioned that OCI (Drex Godfrey) has in mind a proposal to connect the Operations Center to the Front Office and several other offices with closed circuit TV and the contracts have been let to put this proposal into action. To our knowledge this has never been mentioned to Support and we are unaware as to whether it has ever been cleared with the Front Office. I asked that additional information be obtained from Logistics so that we can review what is proposed.

RLB:ksb

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DIARY NOTES

DD/S

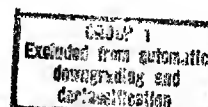
18 December 1969

1. December 24 Check Issuance: I advised the Executive Committee that salary checks would be issued on December 24, the day before Christmas, as a convenience to the employees. The Director thought this was an excellent idea and complimented this action.

2. Christmas Parties: I advised the Executive Committee that there would be 32 Christmas parties on 19 December, 15 parties on 22 December and 8 on 23 December. I also stated that our "friendly Security service" would be appropriately deployed in parking lots, etc. to assist any employee who appeared to be in need of help.

RLB:ksb

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25X1A

DIARY NOTES

DD/S

16 December 1969

25X1A

25X1A

1. William Macomber, Under Secretary of State for Administration--
Luncheon: At the Executive Committee Meeting this date the Executive
Director advised that he is having lunch with Mr. Macomber on 23 December
and asked the group for any guidance on any matter that may come up. I
subsequently asked [REDACTED] to pull up a statement on the two issues raised
by Macomber at the last such luncheon, namely, [REDACTED]

25X1A

2. Federal Travel--Information on Visa Requirements: At the
Executive Committee Meeting this date the Director advised that for two
years now he has been informed that a visa was required for a visit to Jamaica
and in each case he has found out that a visa is not necessary. The Director
asked that I arrange that our people are in direct contact with the Embassies
to ascertain on a current basis the visa requirements of the various countries.

25X1A

I met with Mr. Wattles, [REDACTED]
to discuss this matter. As regards the specific requirement for entrance
into Jamaica it is clear that a visa is not required for private travel but is
required for official travel. In relaying this information to the Director's
office it is possible that this distinction may not have been understood by
all concerned.

25X1A

As regards keeping the list of visa requirements in each country up
to date [REDACTED] was instructed to maintain the basic list which is issued
by the State Department in an up-to-date state of revision. [REDACTED] would
do this through [REDACTED] the State Department
passport section by requiring that any change be immediately reported and
that any problems be also reported so the country list can be properly noted.

25X1A

25X1C

25X1C

SECRET

SECRET

25X1A

they can maintain this list in a current, up-to-date basis. As an additional precaution I asked [REDACTED] to make certain on any request in support of the Director to find out the nature of the trip, whether official or unofficial, and then provide the information on that basis. Additionally it may be useful for the Director to have a private passport in addition to his official one and Mr. Wattles will take this matter up with the Director's Office.

RLB:ksb

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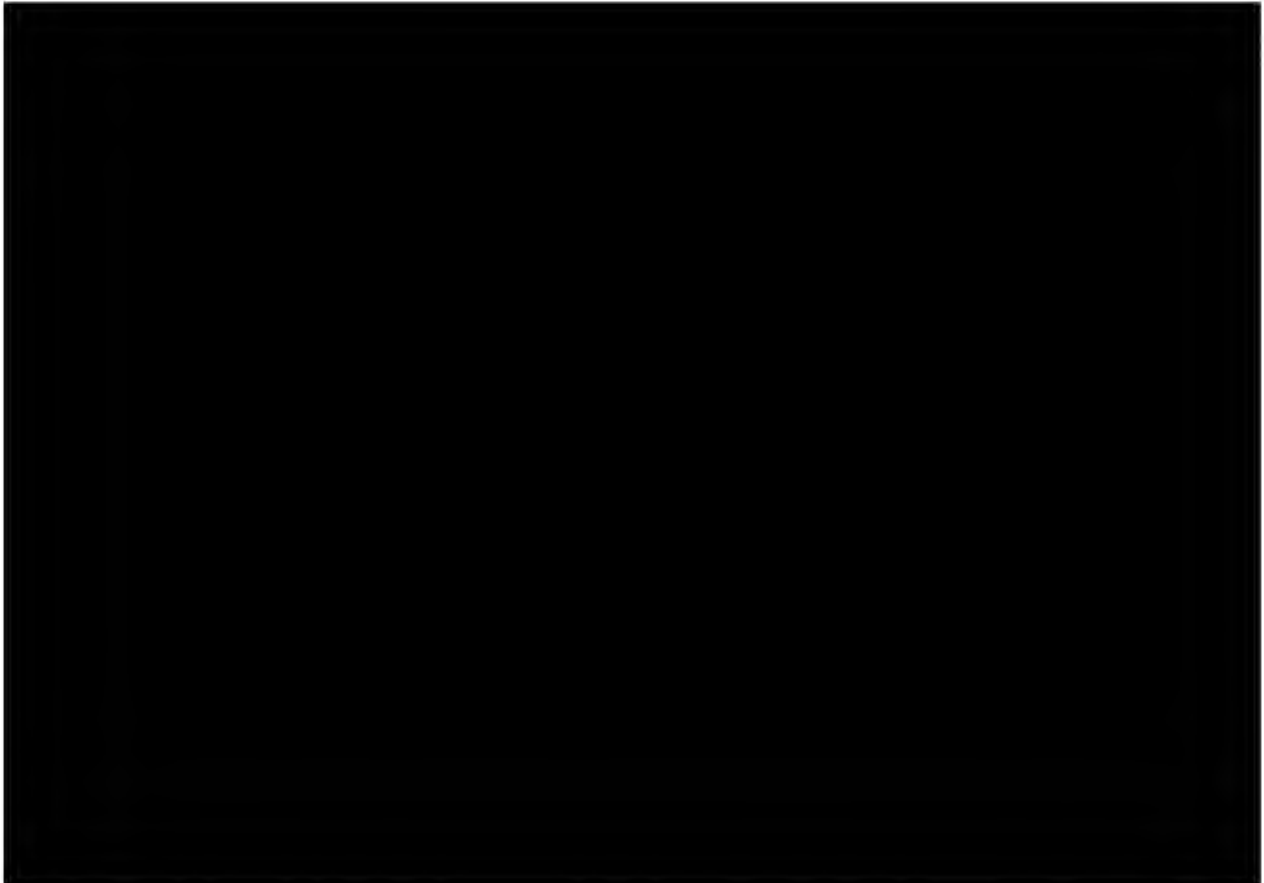
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25X1A

DIARY NOTES

DD/S

15 December 1969



3. President's Memorandum on Personnel Management Evaluation:
I called Mr. Wattles this date to ask him to prepare a reply for the Executive Director's signature to Robert Hampton, Chairman, Civil Service Commission, in response to the memorandum of 2 December 1969 on this subject. The memorandum is to endorse the CSC program to state that we have developed our own program but would be happy to work with the Commission to the degree that our security permits.

25X1A

4. Agency Movie: There will be two additional showings of the Agency movie in the auditorium on 16 and 18 December. I called [REDACTED] Personnel, and asked if he would make a statement prior to the showing to the audience outlining in general terms the following:

*Extract to D/L

SECRET

SECRET

a. The movie was not designed to stand alone but it was expected that its showing would be accompanied by an Agency officer to introduce the film and to answer questions after the showing.

b. The limited reference to DD/P in the movie is at the request of DD/P.

c. The movie is to be positive in its presentation and we therefore avoided public issues with the Agency as we did not want to repeat these issues nor attempt an explanation which would give a completely defensive attitude to the movie.

d. The movie is designed to cover the broad and main activities of the Agency. We considered a host of other Agency activities but eliminated them in light of the time limitation on the film and felt that the minor aspects did not contribute to the overall mission.

5. Personnel Evaluation Board: On this date Mr. Wattles, Dr. Tietjen and Mr. Osborn came to express their concern over some comments made about the operation of the PEB. They cited that they had met 12 times this year to consider 22 cases. They were concerned over the comments that more of these cases should be referred to the Employee Review Board rather than to the PEB. It was agreed that the PEB has a very definite place in our employee program and that it provides a medium of speedy and effective action in handling cases where the issue is quite clear and a ready course of action is available. It also serves as an information exchange medium in determining what course of action is best for the Agency. On the other hand, the ERB is a logical vehicle for a case that has no real definition as to the problem and this permits ERB to explore the issue and secondly it is important in those cases where the employee challenges the decision of the Agency or the facts relating to a decision. In the latter instance the ERB can explore these issues fully. I advised that at the appropriate time I will attempt to clarify this problem with the Executive Director and point out the differences in the two boards. Additionally, I asked Mr. Osborn in the memos citing employee cases to include in the last paragraph a more definitive statement as to the course of action we plan to take.

*6 [REDACTED] Communications: [REDACTED] has mentioned that [REDACTED] appears to be experiencing some after-effects of his serious ulcer illness. He is presently serving as Chief of Operations but finds that he has a tendency to disengage from friction or issue presumably as a self-protective measure so that he will not become deeply disturbed. Additionally, he has suffered some temporary memory lapses which problem is being considered by the Medical Services Staff. In light of these factors it is in [REDACTED] best interests and our best interests that he be assigned to some other position where the pressure aspects are not so great and which will give him time to properly adjust himself. Accordingly, [REDACTED] will appoint [REDACTED] as his special assistant and give him a number of problems which are readily within his capability to handle.

*Extract to ExDir

SECRET

SECRET

25X1A

25X1A

25X1A

7. [REDACTED] GS-07--Contract: Dr. Tietjen called to advise that

25X1A

[REDACTED] had resigned from the Agency but before leaving had gone to the
Inspector General to complain over his rating by [REDACTED]

[REDACTED] claims he was rated unfairly. Dr. Tietjen did not know the details of
the case but simply alerted me to this development.

RLB:ksb

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JAN	FEB	MAR - 1969 -	APR	MAY	JUNE
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19 20 21 22 23 24 25	16 17 18 19 20 21 22	16 17 18 19 20 21 22	20 21 22 23 24 25 26	18 19 20 21 22 23 24	22 23 24 25 26 27 28
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		30 31			
JULY	AUG	SEP	OCT	NOV	DEC
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F	S M T W T F S
6 7 8 9 10 11 12	3 4 5 6 7 8 9	7 8 9 10 11 12 13	5 6 7 8 9 10 11	2 3 4 5 6 7 8	7 8 9 10 11 12 13
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LAST MONTH	1969 DECEMBER 1969	NEXT MONTH
1969 NOVEMBER 1969		1970 JANUARY 1970
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16 17 18 19 20 21 22	21 22 23 24 25 26 27	18 19 20 21 22 23 24
23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30 31
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Sat. - Sun. **13-14** December

A. M. Saturday Duty P. M.

8:45	1:00
9:00	1:15
9:15	1:30
9:30	1:45
9:45	2:00
10:00	2:15
10:15	2:30
10:30	2:45
10:45	3:00
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11:15	3:30
11:30	3:45
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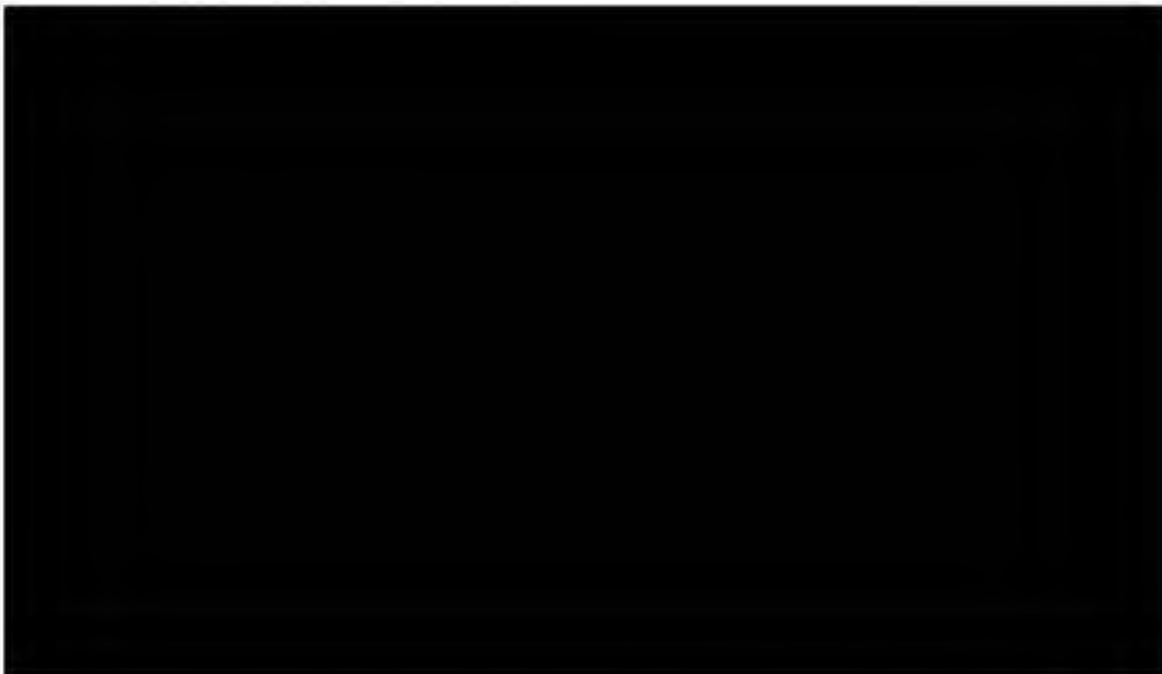
DIARY NOTES

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12 December 1969

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*1. Federal Executive Institute--Foreign Policy Seminar: The Federal Executive Institute (FEI) (Lee Dawkins) asked [REDACTED] of the Office of Training to conduct a four-day Foreign Policy Seminar in the absence of the faculty member who handles this subject. After discussion with the Executive Director it was agreed that we would not honor this request on the basis that the Agency should not chair a group in foreign policy. I so advised [REDACTED] of this decision.



***3. Government Services, Inc. --Proposal from Other Cafeteria Service Operations: I discussed with the Executive Director today the Report of Audit made by General Services Administration (GSA) of GSI. I pointed out that we were authorized to seek proposals from other cafeteria operators but had deferred this action while the audit of GSI was in progress. I pointed out that we were now prepared to go to GSA on this matter. The Executive Director approved this action and I so advised George Meloon and advised him to be

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**Extract to D/L

***Extract to D/L

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sure to make known the history of this proposal and the fact that if GSA does not object we will directly approach the cafeteria vendors ourselves or that if GSA wants to do this on their own this is agreeable to us. We do, however, wish to push this proposal as it is timely in light of developments in GSI.

25X1A

4. Overtime Policy: I brought to the attention of the Executive Director today the fact that the policy on overtime as set forth in the recent revision of [REDACTED] sets the upper limit of overtime at the maximum scheduled rate of GS-15. I pointed out that in the Deputies' Meeting where overtime policy was discussed we had recommended that the upper limit for overtime rate be based at the minimum of a GS-15 grade level. This means that no GS-15's and above would receive overtime. The group agreed to this proposal but did not want to change the regulation to reflect this. They felt that this could be done by direction through their staff mechanisms that no GS-15 and above should receive overtime. I pointed out to the Executive Director that this approach produces real problems, namely, that the word-of-mouth direction of no overtime for GS-15's and above is contrary to the regulations which authorize such and that any claim for overtime in effect has to be honored. I also pointed out the inequities that can develop through the ineffectiveness of a staff mechanism policy guidance and that different components will have contradictory approaches to this policy. I pointed out that we already have several cases on the books. The Executive Director agreed with my position and asked that I prepare a paper citing the problem and the cases that are existent for presentation to a Deputies' Meeting.

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6. Briefing of the Executive Committee on Space and Records Management: The Director has advised that he wants to defer this briefing until after the 1st of January 1970.

7. Agency Film: The film was to be shown today at noon at Ames Building and at 3:00 p.m. at NPIC. Based upon the two previous runs it was apparent that the Agency employees did not understand the purpose of the film and this was reflected in their comments on the questionnaire. It was thought that a number of comments would be obviated if the employees were given a little background before the showing of the film. Accordingly I called Art

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Lundahl and Les Bush and asked them to introduce the film at NPIC and Ames respectively and I outlined the points to be made in the film introduction. Each advised that he would be happy to do so.

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13



DIARY NOTES

DD/S

12 December 1969

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1. Negotiations - [REDACTED] The Executive Director and the Director have expressed interest in following the negotiations with the [REDACTED]. I therefore asked [REDACTED] to give me a memorandum on the current status of the negotiations and to subsequently report any new developments of interest for reporting to the Front Office.

25X1A

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2. [REDACTED] came in to see me to advise that he plans to resign from the Agency and devote his full time to his private business which is quite active and extensive. We had a good chat for a few minutes and [REDACTED] is anxious to be available to assist the Agency in any way possible. I advised that it is quite possible that he may be of assistance in our contracting activities and in the event we desire to set up a proprietary of some form he may be of use in that area. [REDACTED] will remain a resident of McLean but will be travelling frequently to Boston, New York and Tennessee where his principal business interests are located.

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3. Fine Arts Commission--"The Jack": The Commission had placed on display in the center of the main corridor a contemporary art object called "The Jack." It has earned a number of comments. This was located in the spot where we planned to set up a Christmas tree. Accordingly I called [REDACTED] and advised that we needed that space for Christmas decorations and felt that "The Jack" should be moved from the main corridor as it was not in harmony with the Christmas scene. We arranged to locate it at the entrance to the cafeteria.

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25X1A

4. Voluntary Investment Plan: Today the Director and the DDCI were briefed on the Voluntary Investment Plan otherwise known as the Take Stock Plan. Those attending were the Executive Director, General Counsel, DD/S [REDACTED]. The presentation was made by [REDACTED] co-chairmen of the Take Stock Plan Task Force. The Director expressed great interest in the plan and asked a number of questions particularly on the legal aspects and the necessity of clearing this program with our Congressional committees. Mr. Houston assured the Director that there was no legal objection to this proposal and it was clearly within the authority of the Director to approve this program. In response

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to a question as to why other departments in Government had not proposed such a plan the Director was informed that we were simply ahead of the other departments and agencies and that the plan was feasible in light of the Congressional legislation of last year authorizing agencies to make three deductions from an employee's salary at the election of the employee. This made a take stock plan feasible. As regards the Congressional committees [REDACTED] indicated that we had briefly touched base with senior staff members of each of the four committees but we simply put them on notice that we were exploring this possibility and this did not constitute a formal clearance nor an approval by those committees. The Director advised that he would take this responsibility by simply mentioning at some appropriate time the fact that we had put such a plan into effect. The Director agreed to sign the proposal and asked that the necessary papers be prepared for his signature. He advised he wants to see a list of the proposed trustees and will then sign the necessary trust agreements with each of the six selected trustees. Subject to the Director's final approval I will approve the series of administrative tasks and functional responsibilities as set forth by [REDACTED] Deputy Director of Personnel, in his memorandum of 1 December 1969. As previously recorded the Take Stock Plan Task Force will be continued in existence until this plan is in operation.

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DIARY NOTES

DD/S

9 December 1969

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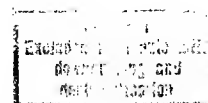
25X1A Senator Proxmire--GAO Audit of [REDACTED] Contracts: At the Executive Committee Meeting today the problem was raised [REDACTED] as to what approach we would take with GAO and Senator Proxmire in reporting the inability of GAO to conduct a full scale audit of [REDACTED] contracts because several of those contracts are of a classified nature and for the Agency. After some discussion it was agreed that we would advise GAO to make their report to Senator Proxmire and state that they were unable to make the comprehensive audit as requested because several of the [REDACTED] contracts are CIA classified contracts. GAO is to advise Senator Proxmire that the Agency is prepared to brief him on these contracts should he so desire. This course of action was suggested by Mr. Woodruff of our Senate committee as it is quite possible that Senator Proxmire would drop the matter and not seek further information. I briefed the above to [REDACTED] who will arrange to pass this guidance to Louis Hunter of GAO.

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JAN	FEB	MAR - 1969 -	APR	MAY	JUNE
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12 13 14 15 16 17 18	9 10 11 12 13 14 15	9 10 11 12 13 14 15	13 14 15 16 17 18 19	11 12 13 14 15 16 17	15 16 17 18 19 20 21
19 20 21 22 23 24 25	16 17 18 19 20 21 22	16 17 18 19 20 21 22	20 21 22 23 24 25 26	18 19 20 21 22 23 24	22 23 24 25 26 27 28
26 27 28 29 30 31	23 24 25 26 27 28	23 24 25 26 27 28 29	27 28 29 30	25 26 27 28 29 30 31	29 30
JULY	AUG	SEP	OCT	NOV	DEC
1 2 3 4 5	1 2	1 2 3 4 5 6	1 2 3 4	1	1 2 3 4 5 6 7 8
6 7 8 9 10 11 12	3 4 5 6 7 8 9	7 8 9 10 11 12 13	5 6 7 8 9 10 11	2 3 4 5 6 7 8	7 8 9 10 11 12 13
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20 21 22 23 24 25 26	17 18 19 20 21 22 23	21 22 23 24 25 26 27	19 20 21 22 23 24 25	16 17 18 19 20 21 22	21 22 23 24 25 26 27
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LAST MONTH	1969 DECEMBER 1969	NEXT MONTH
1969 NOVEMBER 1969		1970 JANUARY 1970
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2 3 4 5 6 7 8	7 8 9 10 11 12 13	4 5 6 7 8 9 10
9 10 11 12 13 14 15	14 15 16 17 18 19 20	11 12 13 14 15 16 17
16 17 18 19 20 21 22	21 22 23 24 25 26 27	18 19 20 21 22 23 24
23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30 31
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Sat. - Sun.

6-7

December

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P.M.

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DIARY NOTES

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5 December 1969

Briefing of Civil Aeronautics Board

Last week I advised

the Executive Committee that a request had been received from the CAB for a briefing [REDACTED] for the guidance of the Board. This interest was stimulated by the fact that Larry Houston met with Secor Browne, Chairman, CAB, the previous week concerning a waiver request [REDACTED]. It was arranged that Mr. Houston, [REDACTED] would conduct the briefing on 9 December.

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DIARY NOTES

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2 December 1969

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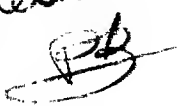
Take Stock Plan: The Executive Director called to advise that the
Take Stock Plan is to be presented to the Director on 12 December at 2 p. m.
I advised that I would bring [REDACTED] Jack
Coffey and myself. The Executive Director advised that this is my project
so I should assure presentation of the plan.

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Jack C -
Please note
that you should
be present.

4 Dec.

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DIARY NOTES

DD/S

1 December 1969

25X1A 1. Agency Film Questionnaire: A questionnaire is to be developed
25X1A for the showing of the Agency film to Agency employees and to a group of
25X1A businessmen in St. Louis. It developed that those who were trying to draft
25X1A up the questionnaire had not seen the film and accordingly this morning I
25X1A asked [REDACTED] to arrange a film showing early this week and to invite the
25X1A following people who will be involved in drafting up the two questionnaires:
25X1A [REDACTED] and several members of his staff, representatives from the Office
25X1A of Personnel, [REDACTED] Duty Officer of the Ops Center--
25X1A the latter I invited on the spur of the moment having seen him over the week-
25X1A end and I mentioned the fact of his appearance in the movie. I asked Mr.
25X1A [REDACTED] to let me see the proposed questionnaire before it is put in final form.

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